



**Alaska Workforce Investment Board**  
**Workforce Readiness and Employment & Placement Committee Report**  
**February 24, 2009**

---

The Workforce Readiness, Employment & Placement Committee has met two times since the AWIB meeting in October 2008. Meeting dates were December 4, 2008 and February 5, 2009.

There are currently two active adhoc committees under WREP:

Employability Skills Resolution Task Force

The adhoc committee for Employability Skills Resolution designed a template to be used for all new resolutions. It identifies the following:

1. What is the name and purpose of the resolution?
2. What steps are needed for implementing this resolution?
3. Who are the stakeholders?
4. What are the expected outcomes?
5. Will a policy or regulation change be needed?
6. Who is responsible or accountable?

The committee is currently working on identifying the stakeholders for statewide implementation of resolution #08-02 Employability Skills Standards and Assessment.

AWIB Training Plan Template Task Force

The adhoc committee for the AWIB Training Plan Template worked on completing a working template to use across all industries. This draft document was tested by Jim Lynch and Kathy Craft who each used an area of the Healthcare industry to test drive the document. They provided valuable feedback which assisted in defining several elements which needed clarification or correction for better understanding of the document and its use.